


DISCLOSURE DIVISION

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- ☒ WAIVER REQUEST
- ☐ ANSWER
- ☐ RECONSIDERATION REQUEST
- ☒ UNTIMELY

DATE: 10/8/2020

DOCKET #: 2020-759

Ashley Wimberley, Director
Disclosure Division

FILER INFORMATION

Name: Sheral C Kellar
Address: PO Box 312, Baker, LA 70704-0312
Alt. Address: 1885 Lake Pointe Avenue, Zachary, LA 70791
Office/Position: Workers Compensation Second Injury Board
Dates of Service: 2016-2020
Number of Disclosures and/or Amendments Filed with Agency: 5

REPORT INFORMATION

Name of Report: Tier 2.1 Annual Personal Financial Disclosure covering calendar year 2017 - Amendment
Report ID: PFD18009170
Original Due Date: 5/15/2018
Initial PFD Filed on: 6/26/2018
NOD-amend Received: 8/10/2019 - Signed by: Unable to Determine
Amendment/Answer Due Date based on NOD: 8/20/2019
Amendment/Answer Filed: 1/17/2020

LATE FEE INFORMATION

Amount of Late Fee: \$1500
Days late from receipt of NOD: 150
Total days late from initial due date: 612
Late Fee Order Received: 6/14/2020
Payment/Waiver Request Due Date: 7/6/2020
Waiver Request Received: 7/21/2020

COMMENTS:

Sheral Keller is requesting a waiver for failing to amend your 2017 disclosure timely. She stated she inadvertently filed the Tier 2 Disclosure instead of a Tier 2.1 Disclosure. In January 2016, she was appointed to the position of Assistant Secretary, Office of Workers' Compensation Administration (OWCA). By statute, the Assistant Secretary of OWCA is a member of the Second Injury Board (SIB). She attempted to comply with the provisions of L.S.A.-R.S. 42:1124.2.1 when she filed the Tier 2 form in June 2018 and thought this was the correct form. Ms. Kellar did not realize that it was incorrect until she received a certified notice instructing her to file a Tier 2.1 disclosure. On November 13, 2019, she received an e-mail from PFD Director stating that the BOE had not yet received the appropriate form and that several attempts had been made to contact her regarding her 2017 Amendment. On December 18, 2019, Kellar asked the PFD Director for a website hyperlink to the correct financial disclosure, which she received the same day. On January 17, 2020, she submitted a complaint 2017 Tier 2.1 PFD. Ms. Kellar apologizes for any inconvenience caused by her failure to timely file her amendment. She stated she neither knowingly, nor willfully failed to file the disclosure; she mistakenly completed and submitted the wrong Tier. Ms. Kellar stated she will unlikely make this error again and for that reason, asks the Ethics Board to waive her late fee. She thanks the Ethics Board in advance for the waiver consideration. This is Ms. Kellar's first late fee assessment.

OTHER LATE FEE INFORMATION

Disclosure Statements:

- Other Outstanding Statements: No
- Other Outstanding Late Fees: No
- Prior Late Fees: No
- Reassessed Late Fees: No

Campaign Finance:

- Outstanding Late Fees: No
- Prior Late Fees: No

P. O. Box 312
Baker, LA 70704-0312
July 21, 2020

Louisiana Board of Ethics
P. O. Box 4368
Baton Rouge, LA 70821

In Re: Late Fee Assessment – Report: PFD18009170

Dear Board Members:

On July 14, 2020, I received a certified letter from the Louisiana Board of Ethics. The letter advised that I was being assessed a late fee of \$1,500, pursuant to L.S.A.-R.S. 43:1124.4, because I failed to timely file a 2017 Tier 2.1 Personal Financial Disclosure (PFD) form.

I hereby request a waiver of the fee. I neither willfully nor knowingly failed to file the required form. Instead, I inadvertently filed the Tier 2 form. In January 2016, I was appointed to the position of Assistant Secretary, Office of Workers' Compensation Administration (OWCA). By statute, the Assistant Secretary of OWCA is a member of the Second Injury Board (SIB). I attempted to comply with the provisions of L.S.A.-R.S. 42:1124.2.1 when I filed the Tier 2 form in June 2016. Erroneously, I thought this was the correct form. I did not realize that it was not the correct form until I received a certified letter from the Board on August 10, 2019 advising that I should file the Tier 2.1 PFD form, instead.

On November 13, 2019, I received an e-mail from Ashley Wimberley that reminded me that I had not filed the appropriate form. In that email, Ms. Wimberley advised me that the Louisiana Board of Ethics had been trying to contact me regarding my annual PFD for the SIB. I responded to Ms. Wimberley's e-mail on December 18, 2019, asking her to send me a hyperlink to the financial disclosure form that I should have filed. Ms. Wimberley sent me the requested information on the same date. On January 17, 2020, I filed the Tier 2.1 PFD statement for 2017.

I apologize for any inconvenience caused by my failure to timely file the 2017 PFD form. To reiterate, I neither knowingly nor willfully failed to timely file the required form. It was simply an oversight on my part. I am not likely to make this mistake again during my continued tenure as Assistant Secretary. For the aforementioned reasons, I request a waiver of the late fee.

Thank you in advance for your favorable consideration of this request. With kindest personal regards, I am

Very truly yours,

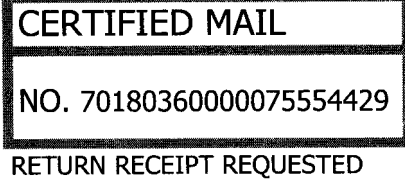

Sheral C. Kellar

SCK/ms
cc file



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

P. O. BOX 4368
BATON ROUGE, LA 70821
(225) 219-5600
FAX: (225) 381-7271
1-800-842-6630
www.ethics.la.gov



August 2, 2019

Sheral C Kellar
PO Box 312
Baker, LA 70704-0312

**RE: NOTICE OF DELINQUENCY - AMEND
PFD18009170**

Dear Sheral C Kellar:

Pursuant to La. R.S. 42:1124.4, if a person fails to file a Personal Financial Disclosure Statement as required by 42:1124, 1124.2, 1124.2.1, or 1124.3; omits information; or files inaccurately, a Notice of Delinquency shall be issued. A review of your Tier 2.1 Personal Financial Disclosure Statement covering 2017 that was filed with this office on June 26, 2018, indicates the following error(s) or omission(s):

As a member of the Workers' Compensation Second Injury Board, you are required to file a Tier 2.1 Annual Personal Financial Disclosure Statement covering calendar year 2017. You filed a Tier 2.

The Tier 2.1 form is found here: <http://ethics.la.gov/Pub/FinDiscl/F417s.pdf>

You have 7 business days from the date of receipt of this Notice to file an amendment to your Statement, or to submit a written Answer contesting the allegations. **Failure to file** within the 7 days will subject you to an automatic late fee of \$50 per day up to a maximum of \$1,500. Proof of timely filing is determined by the U.S. Postal Service postmark; receipt from the U.S. Postal Service; or receipt from a commercial delivery service.

If you would like to view the report that was initially filed to further explain the omission and/or correction needed, you may visit our website at www.ethics.la.gov. If you have any questions, you may contact me at 225/219-5600 or 800/842-6630.

Sincerely,

Tammy Frazier
Compliance Investigator

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Sheral C Kellar
PO Box 312
Baker, LA 70704-0312



4429



9590 9402 4631 8323 7075 76

2. Article Number (Transfer from service label)

7018 0360 0000 7555 4429

PS Form 3811, July 2015 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

☐ Agent

☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

8-10-11

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below: ☐ No

3. Service Type

☐ Adult Signature

☐ Priority Mail Express®

☐ Adult Signature Restricted Delivery

☐ Registered Mail™

☒ Certified Mail®

☐ Registered Mail Restricted Delivery

☐ Certified Mail Restricted Delivery

☒ Return Receipt for Merchandise

☐ Collect on Delivery

☐ Signature Confirmation™

☐ Collect on Delivery Restricted Delivery

☐ Signature Confirmation Restricted Delivery

☐ Insured Mail

☐ Restricted Delivery

8-2 TF

Domestic Return Receipt

Ashley Wimberley

From: Sheral Kellar
Sent: Friday, January 17, 2020 4:56 PM
To: Ashley Wimberley
Subject: RE: Tier 2.1 Financial Disclosure
Attachments: Scanned from a Xerox Multifunction Printer.pdf

Categories: Yellow Category

Ashley,

I received a certified letter this week. That certainly gets your attention. Attached is a copy of my Tier 2.1 Disclosure statement. Let me know if you need something further.

Sheral Kellar

From: Ashley Wimberley <Ashley.Wimberley@la.gov>
Sent: Thursday, December 19, 2019 10:07 AM
To: Sheral Kellar <SKellar@lwc.la.gov>
Subject: RE: Tier 2.1 Financial Disclosure

You're welcome!

Ashley Wimberley
(225) 219-5600

From: Sheral Kellar
Sent: Wednesday, December 18, 2019 4:38 PM
To: Ashley Wimberley <Ashley.Wimberley@la.gov>
Subject: RE: Tier 2.1 Financial Disclosure

Thank you,

Sheral

From: Ashley Wimberley <Ashley.Wimberley@la.gov>
Sent: Wednesday, December 18, 2019 4:28 PM
To: Sheral Kellar <SKellar@lwc.la.gov>
Subject: RE: Tier 2.1 Financial Disclosure

Good afternoon Ms. Kellar,

As a member of the Workers' Compensation Second Injury Board, you were required to file a Tier 2.1 Annual Personal Financial Disclosure Statement covering calendar year 2017. However, you filed a Tier 2. I have attached a blank copy of the report <http://ethics.la.gov/Pub/FinDiscl/F417s.pdf> along with the original email that was sent on November 14, 2019 for your records.

Please let me know if you have any questions or need any additional information.

Thank you and have a great day!

Ashley Wimberley
Ethics Administration Program
P. O. Box 4368
Baton Rouge, LA 70821
(225) 219-5600 - Office
(800) 842-6630 - Toll Free
(225) 381-7271 - Fax
www.ethics.la.gov

From: Sheral Kellar
Sent: Wednesday, December 18, 2019 4:14 PM
To: Ashley Wimberley <Ashley.Wimberley@la.gov>
Subject: Tier 2.1 Financial Disclosure

Ashley,

Can you send me a hyperlink to the financial disclosure I need to do as a member of the Second Injury Board.

Thank you,,
Sheral

Sheral C. Kellar, Assistant Secretary
Office of Workers' Compensation Administration
Louisiana Workforce Commission
skellar@lwc.la.gov
Tele: (225) 342-7561
Fax: (225) 342-5665



From: Ashley Wimberley
Sent: Wednesday, November 13, 2019 4:31 PM
To: Sheral Kellar <SKellar@lwc.la.gov>
Subject: Louisiana Board of Ethics Request
Importance: High

Good afternoon Ms. Kellar,

The Louisiana Board of Ethics has been trying to contact you regarding your annual Personal Financial Disclosures (PFD) filing for the Workers Compensation Second Injury Board.

This request is time sensitive. If you would please give me a call regarding your filing, it would be greatly appreciated.

Thank you and have a great day!

Ashley Wimberley

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P. O. Box 4368

Baton Rouge, LA 70821

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